

12 FAM 130

LOSS OF POUCH CONTROL

(CT:DS-113; 07-11-2005)
(Office of Origin: DS/C/DC)

12 FAM 131 APPLICABILITY

(CT:DS-113; 07-11-2005)

This subchapter applies whenever interruption of cleared U.S. citizen control of a pouch (hereafter referred to as an uncontrolled pouch) makes outside access to its contents possible. Examples include missing or lost pouches, and other circumstances impeding the courier or escort from maintaining a security watch over a pouch (see 12 FAM 125).

12 FAM 132 REPORTING

(CT:DS-113; 07-11-2005)

- a. The courier must immediately report details of an uncontrolled pouch incident to:
 - (1) The regional security officer (RSO);
 - (2) The information programs officer (IPO) at the closest post; and
 - (3) The Director of the Courier Service.
- b. In notifying the regional diplomatic courier officer (RDCO), the courier must coordinate with the RSO and IPO.
- c. The RSO must send an immediate night-action-required telegram (NIACT) containing details of the incident, an opinion regarding the likelihood of compromise, and an indication of possible counterintelligence implications to:
 - (1) The IPO of the post where the pouch originated;
 - (2) All posts that the courier transited with the pouch;
 - (3) The Department, routed to:

- (a) The Diplomatic Pouch and Mail Division (A/LM/PMP/DPM) of the Bureau of Administration's Office of Logistics Management;
 - (b) The Office of Investigations and Counterintelligence (DS/DSS/ICI); and
 - (c) The Office of Diplomatic Courier Service (DS/C/DC).
- d. The post's IPO must determine all originators of pouch contents, including those from other agencies, and immediately inform them of the possible compromise (At posts where DS/C/DC has pouching responsibility, DS/C/DC must make the notifications instead of the IPO).
- e. The courier must fulfill Bureau of Diplomatic Security (DS) requirements for submitting Spot reports. The reporting format and instructions appear on the DS intranet site.

12 FAM 133 INVESTIGATIONS

(CT:DS-113; 07-11-2005)

In response to the reporting required by 12 FAM 132 from the RSO on an uncontrolled pouch:

- (1) DS/DSS/ICI must report all known facts to the Office of Professional Responsibility (DS/ICI/PR) for review;
- (2) DS/C/DC and the RSO must independently (or jointly if they reach a consensus) provide DS/ICI/PR with all necessary facts to determine if an employee error occurred; and
- (3) The DS/C/DC Director, or the Director's designated representative, may restrict a courier from any further travel or request that the post cancel a nonprofessional courier letter on a case-by-case basis depending upon the seriousness of the incident.

12 FAM 134 DISCIPLINARY ACTION

(CT:DS-113; 07-11-2005)

- a. An uncontrolled pouch incident may constitute a security violation. A courier's paramount responsibility is to provide for the secure transportation of classified material. Therefore, any culpability on the courier's part is regarded as a serious breach of security.

- b. Security violations concerning couriers must be dealt with in accordance with 12 FAM 550. Any disciplinary action taken must comply with 12 FAM 557.3.

12 FAM 135 THROUGH 139 UNASSIGNED